ദീർഘദൂര ഫ്ളൈ ഓവറുകൾ നിർമ്മിക്കാൻ നടപടി

139 (T2858) ശ്രീ. റോഷി അഗസ്റ്റിൻ :
ശ്രീ. തോമസ് ചാഴികാടൻ :
ശ്രീ. കെ. നാരായണക്കുറുപ്പ് : താഴെ കാണുന്ന ചോദ്യത്തിന് മരാമത്ത് വകുപ്പുമന്ത്രി സദയം മറുപടി നൽകുമോ :

കേരളത്തിലെ നഗരങ്ങളിൽ വർദ്ധിച്ചുവരുന്ന ഗതാഗതക്കുരുക്കിന് പരിഹാരം കാണുന്നതിന് ദീർഘദൂര ഫ്ളൈ ഓവറുകൾ നിർമ്മിക്കാൻ സർക്കാർ ഉദ്ദേശിക്കുന്നുണ്ടോ ?

ഉത്തരം

ഇപ്പോൾ പദ്ധതികളൊന്നുമില്ല.

ജീവനക്കാർക്ക് ക്വാർട്ടേഴ്സ് അനുവദിക്കുന്നതിന് മാനദണ്ഡം

140 (2859) ശ്രീ. എം. എ. വാഹീദ് : താഴെ കാണുന്ന ചോദ്യങ്ങൾക്ക് മരാമത്ത് വകുപ്പുമന്ത്രി സദയം മറുപടി നൽകുമോ :

(എ) പൊതുമരാമത്ത് വകുപ്പിൽ നിന്നും സർക്കാർ ജീവനക്കാർക്ക് ക്വാർട്ടേഴ്സ് അനുവദിക്കുന്നത് സംബന്ധിച്ച മാനദണ്ഡം വ്യക്തമാക്കി കൊണ്ടുള്ള ഉത്തരവിന്റെ പകർപ്പ് ലഭ്യമാക്കുമോ ;

(ബി) ഇപ്പോൾ ക്വാർട്ടേഴ്സ് ലഭിക്കുന്നതിന് എത്ര അപേക്ഷകളാണ് സർക്കാരിന്റെ കൈവശമുള്ളത് ;

(സി) സീനിയോറിറ്റി അടിസ്ഥാനത്തിൽ ഏത് തീയതി വരെ അപേക്ഷിച്ചവർക്കാണ് അവസാനം ക്വാർട്ടേഴ്സ് നൽകിയത് ;

(ഡി) ക്വാർട്ടേഴ്സ് അനുവദിക്കുന്നതിന് പ്രത്യേകാനുമതി സർക്കാരിൽ നിന്നും നൽകുന്നുണ്ടോ എന്ന് വ്യക്തമാക്കുമോ ?

ഉത്തരം

(എ) അനുബന്ധമായി ചേർക്കുന്നു.†

(ബി&സി) വിവരം ശേഖരിച്ചു വരുന്നു.

(ഡി) ഉണ്ട്.

മരാമത്ത് വകുപ്പിൽനിന്നും പുനർവിന്യസിക്കപ്പെട്ട അസിസ്റ്റന്റ് എഞ്ചിനീയർമാരുടെ ശമ്പളം

141 (2860) ശ്രീ. പി. കെ. അബ്ദുറബ്ബ് :
ശ്രീ. കെ. കുട്ടി അഹമ്മദ് കുട്ടി :
ശ്രീ. വി. കെ. ഇബ്രാഹിംകുഞ്ഞ് :
ശ്രീ. പി. കെ. കെ. ബാവ :
ശ്രീ. ഇസ്ഹാക് കുരിക്കൾ : താഴെ കാണുന്ന ചോദ്യങ്ങൾക്ക് മരാമത്ത് വകുപ്പുമന്ത്രി സദയം മറുപടി നൽകുമോ :

T മാറ്റിവയ്ക്കപ്പെട്ട ചോദ്യത്തെ സൂചിപ്പിക്കുന്നു
† അനുബന്ധം II

LIBRARY ARCHIVES Kerala Legislative Assembly

അനുബന്ധം II

[14-7-2003-ലെ നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നമ്പർ 140 (2859) കാണുക]

GOVERNMENT OF KERALA

PWD-BUILDINGS-GOVERNMENT SERVANTS' QUARTERS-REVISED RULES FOR ALLOTMENT AND OCCUPATION-ISSUED

PUBLIC WORKS (E) DEPARTMENT

G.O.(Ms) No. 69/75/PW *Dated, Thiruvananthapuram 21-3-1975.*

Read:- (1) G.O. (Ms) 43/66/PW dated 23-2-1966
(2) G.O. (Ms) 267/65/PW dated 22-9-1965

ORDER

In the orders read above Government have issued rules for the allotment and occupation of NGO's Quarters in the State and for Gazetted Officers Quarters at Kawdiar, Trivandrum respectively; Apart from these two sets of rules there are executive orders of Government governing the allotment of Gazetted Officers Quarters in the Districts of Quilon, Kottayam and Trichur etc. As there are no unified rules governing the allotment and occupation of quarters by Government Servants and also in view of the fact that classfication of officers as Gazetted and Non Gazetted has been dispensed with it was found desirable to have unified rules for allotment of quarters to all categories of Government officers.

In the circumstances, Government are pleased to issue in supersession of the rules and orders issued in the matter the revised rules appended to this order for allotment and occupation of Government Officers quarters with effect from 1st April, 1975.

The quarters which are allotment of certain categories of officers for the sake of administrative purposes shall be continued as before.

The Chief Engineer (G,B&R) and the District Collectors will take immediate action for the implementation of the order.

By Order of the Governor,
P. K. ABDULLA,
Special Secretary,

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To
All District Collectros
All Chief Engineers
All Superintending Engineers and Executive Engineers of the B and R Branch
All Heads of Departments
Accountant General (This order issue with the concurrence of Finance Department)
The Finance Department (Vide UO No. 3192/R3/74/Fin dated 30-7-1974)
The Secretary, Kerala Public Service Commission
The Registrar of High Court
The Registrar, University of Kerala/Calicut/Cochin (with CL)

Rules for the Allotment and Occupation of Government Servants' Quarters in Kerala-1975

1. Short title-These rules shall be called the rules for the allotment and Occupation of Government Servants' Quarters in Kerala -1975.

2. Extent of application-These Rules shall apply to all residential buildings under the control of the PWD or the District Collector, as the case may be, and do not apply to buildings under the control of other department.

3. Definitions- In these rules, unless there is anything repugnet to be object or context.

   (i) "Quarters" means, buildings constructed leased or acquired by the Government of Kerala for being let out to State Government Employees for their residence on payment of rent, which are under the control of the PWD or the District Collecior, as the case may be ;

   (ii) "Applicant" means, a Government Servant who is eligible for allotment of the quarters and who submits an application for allotment of quarters in the form prescribed by Government ;

   (iii) "Allottee" means, a Governmnet Servant to whom quarters have been allotted by competent authority but not occupied.

   (iv) "Occupant" means, an allottee who takes possession of the quarters duly allotted to him after completing all formalities, remined as per these rules.

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(v) "Collector" means, the District Collector appointed by Government to be in charge of the District;

(vi) "Executive Engineer" means, the Executive Engineer in charge of the PWD (B and R) Division, having jurisdication over the area where the quarters are situated or his subordinate officials who have been empowered to discharge his duties;

(vii) "Junior Engineer" means, the Junior Engineer of the Buildings and Roads Section under whose jurisdication the quarters are situated and who is directly in charge of the quarters;

(viii) "Rent" means, the monthly rent fixed for a quarters by the PWD and got approved by Government based on its capital cost and other aspects as laid down in the relevant rules issued in that behalf.

(ix) "Standard Rent" means, the rent fixed for a quarters by the PWD and got approved by Government based on its capital cost and other aspects as laid down in the relevant rules issued in that behalf.

(x) "Head of Office" means, the official superior or head of an office who is competent to draw and disburse the pay of the staff working under him and where necessary shall include the official superior who is competent to punish the staff;

(xi) "Pay" means, pay as defined in Rule 12(23) Part I of KSR.

(xii) "Family" for the purpose of these rules includes officer's wife/husband, children, stepchildren residing with him/her.

4. (a) *Eligibility*—(i) The Government quarters are intended for allotment to the officers of the State Government who do not have their own accommodation facilities in the place of duty.

(ii) Quarters shall be allotted only to those officers who do not have residential buildings within their Headquarters Cities or towns or within a radious of 15 (fifteen) kilometers from their officers, either in their own names or in the names of their husbands or wives as the case may be, or in the names of

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their unmarrieed sons or daughters whether inherited or purchased or obtained otherwise, including that under any hire purchase scheme.

(iii) Non-availability of own accommodation facilities shall be clearly and specifically stated in the relevant column in the application for allotment of quarters. In the case it is suubsequently detected that the statement in the application form in this regard is not true to facts, the allottee shall be liable to pay from the date of occupation of the quarters, penal rent at three time the rate of standard rent fixed for the quarters and to eviction under the provisions of the Kerala Public Buildings (Eviction of Unauthorised Occupants) Act, 1968 and the rules made thereunder, from the quarters forthwith and in addition, the allotte shall also be liable for disciplinary action under the relevant rules.

(iv) In case any a lottee or occupant of Government quarters subsequently acquire or obtains residential buildings in any manner referred to in rule 4 (a) the fact shall be forthwith intimated by the allottee/occupant to the Collector/the Executive Engineer (B and R) concerned and the allottee/ occupant shall without fail vacate the quarters within one month from the date on which the allottee/occupant acquires or obtains such residential buildings. Occupation beyond the date of expiry of the said one month will be treated as unauthorised occupation and the allottee or occupant shall be liable to the penalities envisaged in these rules.

(v) Failure to give timely intimation mentioned in clause (i) shall make the allottee liable to pay penal rent from the date of acquiring or obtaining such residential buildings till the date of vacating the Government quarters/buildings, at three the rate or standard rent fixed for the quarters/buildings, in addition to the other penalities including disciplinary action.

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(b) Persons who are not eligible for quarters:-

(i) Unmarried officers,

(ii) Officers who are not being paid from the consolidated funds of the State.

(iii) Officers who are not being paid form the consolidated funds of the State Government, like persons employed under local bodies, Government owned companies, Corporate bodies and other quasi Governmental bodies.

(iv) Officers who have been evicted form the quarters due to violation of rules or other grounds.

(v) Officers will be deemed to own a house if there is a house in the name of wife/husband- as mentioned in Rule 4 (a) (ii).

(vi) Persons borne of daily wages/work charges/Contingent establishment. Explanation :- (1) Wives/Husbands of army and police personnel and

(2) Married persons whose wife/husband is no more or is legally separated, but having dependent child or children will be eligible to occupy the quarters.

(vi) Persons whose wife or husband has already been allotted quarters elsewere

5. Type of Quarters eligible for - For the purpose of allotment, the quarters are classified into various types as given in Appendix I.

6. Allotment of quarters shall be made in the form in Appendix II to the Collector through the head of office who shall verify the correctness of the information furnished in the application and countersign it and forward it to the Collector as early as possible. If the applicant himself is the head of office he may forwad the application to his immediate Superior Officer who shall forward it to the Collector.

(2) The Collector shall scrutinise the applications received by him. Defective applications, if any, shall be rejected and the applicants informed accordingly forthwith. If any application is

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found defective the applicant shall be given an opportunity to rectify it within seven days and if he complies with the directions it should be considered as valid application. All the valid applications are received for a specific type of quarters on the same day priority shall be given to the applicant who has been working at the place for longer period and even that being equal in more than one case, the applicant who is older.

3. Separate registers or separate folios in a single book in the form in appendix III shall be maintained for each type of quarters. A separate register shall be maintained for registering the applications which have priority in allotment and such applications shall be registered in both the registers simultaneously.

4. An applicant or occupant who, due to promotion or otherwise, becomes eligible for a higher type of quarters, may submit a fresh application for that type of quarters and shall be eiglible for allotment of that quarters in the normal course according to the seniority in that group. In the case of an applicant, he will have claim to get the original type of quarters applied for, when his turn comes in the normal course. In the case of an applicant, he will have claim to get the original tye of quarters applied for, when his turn comes in the normal course. In the case of an occupant he will be allowed to continue to occupy the quarters till the time he is allotted a higher type of quarters.

5. Quarters shall be allotted as soon as it falls vacant. In no case shall the allotment of a house be delayed for more than a week of its falling vacant.

6. The quarters shall be allotted strictly in accordance with the priority of applications in the respective group i.e. according to the priority of applications from the respective grades of offices for the type of quarters they are eligible for. In case a deviation from this rule for the allotment of quarters is found absolutely indispensable to meet any extra

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ordinary and exceptional circumstances, which might justifiably warrant such a deviation, the District Collector shall address Government pointing out the special circumstances of the case and obtain prior orders in the matter.

7. The allotment orders shall be in the form given in Appendix IV and IV A. The allotment order shall be issued to the applicant through the head of office concerned. The head of office shall forward the orders of allotment to the applicant as expeditiously as possible. The Collector and the head of office shall see that there is no delay in despatching the allotment order to concerned officers. The liablity on the part of the allottee for payment of rent for the quarters commences after 7 days from the date of allotment orders or the date of occupation whichever is earlier. If by any chance the allottee does not require the quarters allotted to him he shall intimate the fact to the allotting authority within three days of the date of allotment order. If such intimation is delayed, the allottee shall be liable to pay the rent of the quarters upto the date on wich such intimation is received by the Collector subject to a minimum of one month's rent.

Note:- The applicants, should intimate the District Collector in writing, if their applications are to be cancelled, due to their transfer to another station, or promotion to a Care making them not eligible for the quarters or any other circumstances making them not in need of the quarters. All such intimations shall be routed through their heads of offices with copy direct to the Collector.

8. An officer to whom the 2 quarters is allotted should occupy the same within 10 days of the date of issue of allotment order failing wihch the allotment shall be cancelled and the building allotted to the next applicant without intimation to the original allottee. The original allottee shall, however, be liable to pay rent for a minimum period of one month.

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9. Applicants who are on leave at the time of issue of allotment orders shall be permitted to prolong the actual occupation of the quarters till they rejoin duty, if they so request in writing to the Collector. The advance rent payable shall be remitted within the time fixed and their liablity to pay the rent of the quarters will commence after one week of the issue of allotment order.

10. In case where officers of the grade prescribed for a particular type of quarters, as laid down in rule 5 are not available or where they do not require accommodation in quarters provided by Government, the fact being intimated to the allotting authority in writing, then such quarters may be allotted to other officers of a higher or lower grade, if any, who apply for such allotment, until an officer of the particular grade eligible for the particular type of quarters becomes available and applies for allotment of the quarters. In the event or receiving such application, the allotting authority shall give notice to the then occupant of the quarters to vacate the quarters within one month of the receipt of such notice and the occupant shall vacate the quarters within this time limit without raising any objection, and the quarters shall then be allotted to such applicant or applicants on the basis of priority of application. If such applicant happens to be one who on any previous occasion did not want accommodation in the quarters and intimated the fact in writing to the allotting authority his application shall not be enterained and no re-allotment of quarters as contemplated here shall be made in his favour. If a lower type quarters is allotted to a higher grade officer, the rent to be realised shall be 7.5 % of the pay of the officer from time to time or the standard rent whichever is lower and is a higher type quarters is allotted to a lower grade officer, the rent to be realised shall be 7.5% of the pay of the officer from time to time or standard rent, whichever is higher.

LIBRARY ARCHIVES Kerala Legislative Assembly

7. If an occupant due to reversion or other reasons, becomes ineligible for the type of quarters allotted to him, but only to any of the lower type he may submit a fresh application for the type of quarters for which he is eligible. He shall be permitted to continue to occupy the quarters, provided he is willing to pay the standard rent or 7.5% of the pay in the revised scale calculated at the rate of pay he was drawing immediately before the reversion, whichever is higher. If he is not willing to this, he shall immediately vacate the quarters and wait for his turn for allotment of the quarters to which he is eligible for in the normal course.

8. The Executive Engineer in charge of the building shall maintain a reigster of the allotees with details of the date of occupation, the date on which the building is vacated, rent collected, list of equipments, fittings etc. The Executive Engineer shall inform the allotting authority, viz. the Collector concerned within three days when a building falls vacant. He shall intimate the audit officer the occupancy of quarters form time to time.

9. Priorities for allotment of quarters will be available to the following:-

1. Government Servants who are wives of Jawans Serving in Border area and who were killed in action or reported missing, (To be ceritified by proper military authority).

2. Officers who are physically handicapped. (To be certified by a Medical Officer not below the rank of an Assistant Surgeon/Assistant Professor belonging to the particular speciality.)

3. Ten percent of the quarters inclusive of the special priorities mentioned in rule 9 shall be reserved for allotment to members belonging to the Scheduled castes and Scheduled tribes and a ratio of 1:1 shall be maintained between applicants belonging to Scheduled castes and Scheduled tribes.

LIBRARY ARCHIVES Kerala Legislative Assembly

4. Government Servants who have entered into intercaste marriage. (This should be ceritified by a Revenue Officer not below the rank of a Tahsildar.)

Note:- Priority for classes 1,2,3 and 4 shall be 1:1 with other non-priority applicants.

10. The following quarters in the Cantonment House Compound Trivandrum shall be reserved exclusively for personal staff of the Ministers and Speaker. The allotment of quarters shall be subject to the classification as prescribed in Appendix I.

Type I	-	4 Nos. (8 families)
Type II	-	3 Nos. (6 families)
Type IV	-	2 Nos. (2 families)

Note:- 1. Allotment of these reserved quarters shall be on the basis of priority of application from the personal staff of the Ministers and Speaker. Among the applicants preference will be given to members of personal staff coming from areas outside Trivandrum city limits.

2. Applications from the members of the personal staff shall be forwarded to the District Collector, Trivandrum through the concerned Private Secretaries. The Private Secretaries concerned shall intimate the allotting authority the fact when any person ceases to be a member of the personal staff.

3. Any one in the personal staff of the Ministers and Speaker who is willing to occupy lower type of quarters than the type eligible for as per the general rules if not available among the reserved quarters may be allotted such lower type quarters from among the above reserved quarters in the Cantonment House Compound.

4. If nobody from the personal staff of the Ministers and Speaker applies for or is available for allotment of the above mentioned reserved quarters, then such quarters shall be allotted to applicants from other Government employees according to the normal rules subject to the definite

LIBRARY ARCHIVES Kerala Legislative Assembly

condition that the allottee should vacate the quarters without fail, when members of the personal staff of Ministers or Speaker apply for the quarters, with one month's notice.

5. Members of the personal staff of Ministers and Speaker who do not require allotment of these reserved quarters shall be eligible for allotment of quarters only in accordance with the normal rules followed in this regard.

6. Members of the personal staff of Ministers and Speaker who are not Government employees shall vacate the quarters, thus allotted to them within a month positively from the date on which they cease to be members of the personal staff of the Ministers and Speaker.

7. Members of the personal staff of Ministers and Speaker who are Government servants and who get allotment of these reserved quarters by virtue of the fact that they happen to be memebrs of the personal staff of Minister and Speaker, may continue to occupy such quarters even after they cease to be member of the personal staff of Ministers and Speaker, subject to the condition that in case requests for allotment of such quarters are received from members of the personal staff of the Ministers and Speaker, the said occupant shall vacate the quarters with one month's notice without fail. Such Government servants shall however, be eligible for allotment of quarters in accordance with the general rules. The allotment of these reverved quarters to such Government Servants by virute of their position as members of the personal staff of Minister and Speaker shall not affect their priority in the general list of applications, in case such Government servants had already applied for allotment of quarters even before the special allotment of the quarters reserved for personal staff of Ministers and Speaker. To get priority in the general list, separate applications as per the general rules will have to be made to the allotting authority.

LIBRARY ARCHIVES Kerala Legislative Assembly

8. Other conditions in the general rules prescribed herein shall also apply in the allotment of these reserved quarters.

10. (a) The following quarters at Kawdiar, Trivandrum shall be reserved exclusively for allotment to the following categories of officers subject to the general rules prescribed herein:

1. Quarters No. 2 Police officers in the rank of Superintendent of Police.
2. Quarters No. 3 Chief Engineer (General), PWD
3. Quarters No. 5 District Sessions Judge, Trivandrum.

Note:- The quarters at Kawdiar are intended for allotment to class I officers of the State Government who do not have residential accommodation of their own in Trivandrum . For the purpose of this rule class I officers will be officers whose actual basic pay is Rs. 950 per mensum and above and officers belonging to All India Services.

11. (i) An agreement in appendix V shall be executed by the allottees of the quarters before the quarters are actually occupied by them.

(ii) These lease agreement to be executed shall be on plain paper, the stamp duty being payable by the Government. The Assistant Engineer, Buildings and Roads in charge of the quarters shall be competent to accept the agreement on behalf of the Governor of Kerala and these agreements shall be recorded in this office, duty numbered and entered in a separate register of agreements.

12. Electric current charges and water charges where such amenities are available, shall be payable by the occupants direct to the Kerala State Electricity Board, Public Health Engineering Department or other bodies maintaining such system.

LIBRARY ARCHIVES Kerala Legislative Assembly

An amount equal to two months standard rent of the building shall be deposited by each Government servant as advance before occupation of the house and this amount shall be refunded to him when he/she vacates the buildings after deducting the dues to Government, If any, and on production of a non-liability certificate from the Collector concerned. Of the two months standard rent, one month's standard rent will be collected as initial advance and the balance of one month's standard rent will be collected as additional advance in two equal monthly instalments.

Note:- The metre reading as on the date of occupation will be noted, and the occupant shall be responsible for payment towards further consumption charges. If, in the first bill received, any charges pertain to the period of occupancy of the previous occupant, the Junior Engineer concerned shall collect the proportionate amount due from the occupant and settle the bill, meeting the difference from Government funds. The amount so advanced shall be debited to the suspense head 'Misc.P.W. Advance' and promptly recorded from the previous occupant.

13. 1. The occupants shall provide their own furniture, other required materials and electric bulbs.

Note:- Where any of furniture is provided by Government, rent for the same, as fixed by Government, shall be payable by the occupant in addition to the rent of the quarters. In such cases no option shall be available for the occupant for non-payment of additional rent on the plea that such furniture is not used/required by the occupant.

2. An inventory of articles available in the quarters shall be prepared in duplicate by the Junior Engineer concerned and signed by the occupant and the Junior Engineer as soon as the allottee occupies the house. The original of the inventory shall be kept by the Junior Engineer and the duplicate by the occupant. The occupant shall be responsible for all articles included in the inventory untill they are handed over to the Junior Engineer at the time of vacating the quarters and an unqualified acknowledgment obtained for the same.

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Note:- If any article are lost or damaged, while in the custody of the occupant, the cost thereof shall be recovered from the occupant, the cost thereof shall be recovered from the occupant , as if it is arrears of rent. The cost of articles shall be fixed by the Junior Engineer, at book value of market value plus 10 per-centage.

After the requirements of the rules, are duly fulfilled the key of the quarters shall be handed over to the allottee by the Junior Engineer concerned.

14. The occupant shall keep the quarters and premises neat and tidy and shall be liable to make good any damages to the building and its installations caused during his/her occupancy other than by normal wear and tear. Damages caused due to carelessness or in advertance of the occupant shall be repaired departmentally and cost recovered from the occupant, as if it is arrears of rent.

15. 1. Rent payable by the occupant of the quarters shall be 7.5 % of his pay in the revised scale or the standard rent whichever is lower or the amount fixed in accordance with the rules in force from time to time.

Explanation:- The above rate will take effect from 1-9-1974. For the purpose of this rule, the defintion of pay occuring in rule 12(23), K.S.R., Part I shall be the basis for reckoning the pay for calculation of the rate of rent.

2. If the husband and wife are Government servants and residing in the quarters, rent payable shall be calculated on the basis of the pay of the person drawing higher rate. However, the rent shall be payable by the person in whose name the quarters are allotted. The allottee in such cases shall intimate the Executive Engineer, B&R concerned the change in the rates of pay of himself/herslef as well as his wife/her husband. Both the occupant shall be held jointly and severally responsible for payment of rent and other requirements of these rules, as far as applciable to them.

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3. House rent allowance shall be denied only to the allottee of the quarters, whether it is the husband or the wife as the case may be .

4. The standard rent shall be fixed at 8% (eight percent) of the capital costs of the building.

Explanation:- For calculating the standard rent for the purpose of this rule, capital cost of a building shall be arrived at based on the instructions laid down in appendix VI.

5. Payment of rent or arrears thereof shall be made by short-drawal in the salary bills of officers to whom quarters are allotted.

6. In the case of occupants who proceed on leave or are placed under suspension, the rent payable may be 7.5% of a complete month's pay drawn by him immediately before he proceeds on leave or was placed under suspension or standard rent, whichever is lower, and the amount shall be realised from his leave salary or subsistence allowance, as the case may be. In case no leave salary or subsistence allowance is recoverable from the occupants, the rent payable shall be recovered from the occupant as detailed in rule 30.

16. 1. A Government servant occupying the quarters when transferred from the station shall vacate the quarters within a period of one month from the date of order of the transfer. The Allotting authority may consider request for grant of extension of time for occupation of the quarters on merits and grant extension for a period not exceeding six months in all or till the end of the academic year, whichever is earlier on usual rate of rent. No further extension shall for any reason be allowed . Action shall be taken for eviction of the occupants after the extended period.

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Note:- This rule shall not apply if the quarters are occupied by husband and wife who are both Government servants and if only one of them is transferred from the station. If the quarters is allotted in the name of the other person transferred it shall be transferred to the name of the other person and rent recovery shall be effected based on the pay of the occupant in such cases. The formalities reagrding registration of applicantion and allotment deatiled in rule 6 shall not be applicable in such case of transfer of allotment.

2. Government servants occupying the quarters who retire from service shall vacate the quarters on the date of retirement. If they however wish to continue occupation on account of unavoidable circumstances they shall apply to the allotting authority sufficiently early and in any case before fourteen days prior to the date of retirement. The allotting authoirty may consider the request for grant of extension for a period not exceeding six months in all or till the end of the academic year whichever is earlier. No further extension shall on any score be allowed. Action shall be taken for eviction of the occupants after the extended period. If the request of the Government servant for continued occupation is granted they will shall pay the standard rent in advance before 5th of every month and also shall give undertaking in writing to the allotting authority, to the effect that they shall be liable to the dues to Government if any being recovered from their pension, is case they fail to pay the dues. If the occupant continues occupation of the quarters unauthorisedly after the date of retirement, action shall be taken to evict them.

3. Where occupancy terminates due to retirement or other causes, the officer's last pay shall be disbursed only on receipt of the certificate of the Executive Engineer concerned that no rent is due from the officer. Receipt

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of this certificate shall also be a condition for the issue of non-liability certificate to or on behalf of the officer before final settlement of his/her retirement benefits or payment of gratuity/pension to family.

4. In case an officer goes on long leave for more than six months, previous sanction of Government shall be obtained for the continued occupation of the quarters. In such case, rent shall be calculated and amount of pay drawn by the officer immediately before the commencement of the leave shall be the basis for determining the amount of rent to be realised from the officer.

Note:- Heads of office shall ascertain from the persons working under them and occupying quarters, whether they have left any arrears of rent or other dues and show such amount in LPC issued to Accountant General after retirement of the officer for settling their terminal dues, if the individual concerned does not pay the dues before that.

17. Whenever possible, the occupant shall give advance information to the Executive Engineer concerned about vacating of quarters. Normally this period shall be 30 days in advance of the proposed date of vacating. In any case, a minimum period of 7 days shall be insisted. If any occupant surrenders the key, without any advance notice, he shall be liable to pay rent, for another 7 days also. The notice of vacating the quarters shall be sent simultaneously to the Distrcit Collector and the Executive Engineer concerned, specifying the date on which the quarters are proposed to be vacated.

1. The Junior Engineer concerned shall arrange to verify the condition of the quarters and other amenities provided therein jointly with the occupant, if possible, with reference to the list prepared at the time of occupation. Proper charge papers shall be prepared in duplicate signed by the occupant and the Junior Engineer and one copy kept by each. If any damages or losses are noticed, the fact should be noted in the charge papers. These shall be assessed by the Junior Engineer within one week and details intimated to the Executive Engineer for taking action for recovery from the occupant.

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2. The occupant shall produce the latest bill and relative receipt in support of payment of electric current charges and water charges to the Junior Engineer, at the time of vacating the quarters. The metre readings as on the date of vacating shall then be taken by the Junior Engineer and the amount yet to be paid by the occupant worked out. The occupant shall pay such amount to the Junior Engineer at the time of surrendering the key and obtain proper receipt. This shall be credited to "Deposits" in the accounts of the Executive Engineer and payment of Electric current or water charges, when the bills are actually received, arranged by the Junior Engineer, by drawing from the deposit amount. Balance, if any, will be refunded to the occupant after settling all liabilities. If the amount recovered is found inadequate, the difference shall be met from the advance rent available in deposit and if that too is insufficient the required amount shall be met initially by the PWD and subsequently recovered from the occupant, as detailed in rule 30.

18. The demand statement for recovery of rent should normally reach the head of office by the 25th of each month. If due to any reasons, the demand statement is not received in time, the head of office shall effect the recovery based on the previous month's demand statement and intimate the fact to the Collector, if the occupant continue to occupy the quarters during that month also.

1. It shall be incumbent upon the head of office to recover the amount as shown in the demand statement. If there is any real error or mistake in the demand made, it may be pointed out after effecting the recovery and got adjusted in the subsequent demands.

2. The advancement paid by the occupant shall not normally be adjusted towards rent due. It shall be refunded, only on the basis of certificates form the Junior Engineer concerned that no liabilities are due from the occupant, after the quarters are vacated and other articles handed over.

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19. If any occupant, contravene any of the provisions of these Rules or conditions in the agreement executed by him, it shall be lawful for the Collector concerned to cancel the allotment of quarters made to him. A memo to this effect will be sent to the occupant, setting forth the irregularities noticed, through this head of office and the occupant shall vacate the quarters within 30 days of the date of such memo.

20. If the occupant fails to vacate quarters within the time allowed by rule 19, the Collector shall inform the occupant about the irregularities commmitted by him and get his statement as a reply. The occupant shall be bound to submit his reply within 7 days of the receipt of the show cause notice. If the reply is not found to be satisfatory, the Collector shall serve the notice of eviction on the party through the head of his office, simultaneously, informing the head of office that the party has been served the notice of eviction earlier.

1. The head of office shall serve the orders of eviction to the occupant as immediately as practicable and direct him to vacate the quarters within a week and produce clearance certificate to that effect from the concerned Junior Engineer. If the occupant fails to vacate the quarters and produce the certificate within a week the head of office issue orders placing the occupant under suspension with immediate effect. If the head of office himself is not competent to place the officer under suspension he shall immediately, take action to get the orders of the officer competent to do so, and in any case the suspension orders shall take effect from the date after a week on which the eviction orders are served to the occupant.

2. The employees under suspension shall be reinstated in service only on receipt of a clearance certificate from the Junior Engineer in charge of the quarters. He shall be deemed to have been reinstated in service the day following the day of production of certificate.

Note:

(i) The period of suspension may be regularised by the authority competent, as eligible leave, excepting causal leave.

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(ii) If the occupant fails to vacate quarters within a reasonable time even after placing him under suspension, action shall be taken to evict the occupant under the provisions of the Kerala Public Buildings (Eviction of Unauthorised Occupants) Act, 1968 and the rules made thereunder.

(iii) For the period of stay in the quarters beyond the date permitted by rule 19, rent at 3 times, the normal rates shall be recovered from the occupant.

21. An appeal shall lie against the orders of eviction to the Government in the Public Works Department. But filing of such an appeal shall not in any way empower the occupant to continue to occupy the quarters. If, however, the State Government after examining the facts of the case, setaside the orders of eviction appellant shall be eligible for registration and shall be allotted a quarters falling vacant next ie. in preferrence to all other registered applicants.

22. If any occupant commits violation of any of these rules and the cancellation of allotment and eviction from quarters, is not considered necessary, the Collector shall intimate the head of office about the violation of rules with a request to initiate departmental disciplinary proceedings against the occupant . The head of office there upon shall initiate disciplinary proceedings, as per the Kerala Civil Servants (Classification, Control and Appeal) Rules and award appropriate punishment if the occupant is found guilty.

Note:

1. Warning is not treated as punishment. If the charges are proved, one of the punishment specified in the K.C.S. (CC&A) Rules shall be awarded.

2. The Head of office shall intimate the Collector, about the outcome of the disciplinary proceedings and the final findings of the case in due course.

23. 1. The quarters shall not on any account be sublet, nor shall it be shared with anybody without the written permission of the Collector concerned. Even in case where such permission is granted, the liability for payment or rent shall rest on the person to whom the quarter is allotted.

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2. In the event of the death of either the husband or wife (allottee of the quarters) occupying the same quarters with the family i.e. husband and wife with children, the quarters shall be allotted to the surviving persons (husband or wife) in case he/she is also a Government employee.

3. In the event of the transfer of either the husband or wife (allottee of the quarters) occupying the quarters with family i.e. husband and wife with children, the quarters may be reallotted to the other persons (husband or wife) occupying the quarters in case he/she is also a Government employee and contiune to work in the same station even after the transfer of the allottee.

24. 1. The occupants shall not make any additions, alternations or repairs to the quarters or any of the installations therein, even at their own cost. Repairs or replacements required shall immediately be brought to the notice of the Junior Engineer concerned for further action. Electrical wiring; pipes laid, etc. shall not be interfered or tampered with.

2. Additional amenities like installation of telephones, ceiling fans, etc. at the cost of the occupant, can be provided only under written permission of the District Collector.

Note:- The occupants may put up at their cost temporary fence within the area of the compound if any set apart for the quarters, for protecting garden or other vegetable plantations from stray animals for which no speical sanction is required. But this may be done in consultation with the Junior Engineer concerned.

3. The occupant while living in quarters shall the conduct himself decently, without, in any way causing inconvenience to the neighbours. Unnecessary quarrels, state of drunkenness or other undesirable behaviour shall be treated as misconduct, and such occupants shall be liable to be evicted on such grounds alone, without notice.

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25. 1. Without prejudice to any of the provisions contained in these Rules or any other rules prescribed in this behalf, the Government shall have the right (a) to refuse to register any particular applicant or (b) to terminate any of the allotment already made, without assigning any reasons and in the latter case, the occupant shall forwith vacate the quarters and surrender possession as laid down in these Rules. No appeal shall be entertained on such orders. These rules are issued in suppression of all previous rules issued in this behalf and the occupants, who have been allotted quarters already, in pursuance of the Rules then in force, shall be deemed to be governed by these Rules hereafter.

2. These Rules shall be supplementary to the relevant rules in Kerala Financial Code, the Kerala Public Works Account Code and the Kerala Public Works Department Code and subject to the general rules regarding fixation of rent of Government quarters framed by Government in this behalf from time to time.

26. The occupants shall keep the Collector and the Executive Engineer concerned informed of charges in their pay, station, address and such other events like transfer, promotion etc. during the period of their stay in the quarters.

Note:- When the occupant proceeds on leave, tour etc, for more than two weeks and leaves his headquarters with family, the fact shall be intimated to the Junior Engineer in charge in writing.

27. The occupant may reside in the quarters without his/her family or keep it locked up for a maximum period of 3 months for reasons like hospitalisation and other treatments, conception, vacation etc. This period may be extended up to six months in exceptional cases, with the permission of the Collector in writing. But if such instances exceed six months the quarters shall be vacated and the key and other articles properly handed over, as provided in these Rules. Failure to do so shall entail evictionas well as departmental disciplinary proceedings.

28. Liabilities of may, left by an occupant while vacating the quarters, shall be assessed and finalised within 7 days of the date of vacating. If the amount of liability is more than the advance rent available

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with the Executive Engineer a special demad shall be issued to the head of office immediately. The amount as per the special demand shall be recovered in cash from the pay of the occupant and remitted to the Executive Engineer by the head of office. If the occupant has left on transfer, the amount due shall be intimated to the new head of office in writing. But if such instances exceed six months the quarters shall be vacated and the key and other articles property handed over, as provided in these rules. Failure to do so shall entail eviction as well as departmental disciplinary proceedings.

Note:- Postal commission for remitting the amount recovered by M.O. to the Executive Engineer concerned shall be met from the Office contingencies of the head of office concerned.

29. The applicant, allottee and occupants as well as past occupants of the quarters, shall be liable to be governed by these Rules as well as any other rules and conditions prescribed by Government in this behalf from time to time.

30. Notwithstanding anything contained in the above said provisions, any amount due to Government from any occupant or past occupant, shall also be recovered from his/her properties movable or immovable under the Revenue Recovery Act for the time being in force, as though they are arrears of land revenue, or in any other manner as the Government may deem fit.

31. Notwithstanding anything contained in these Rules, the Government shall be competent to terminate the allotment without assigning any reason what so ever and the occupant shall, thereupon, vacate the building within one month of the receipt of notice of termination.

32. Notwithstanding anything contained in these rules, Government may, in deserving case, dispense with or relax the provisions of any rule to such extent or subject to such conditions as they may deem fit.

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Appendix I

CLASSIFICATION OF RESIDENTIAL QUARTERS FOR GOVERNMENT EMPLOYEES

Type No.	*Grade of Officers*	*Plinth Area*	*No. of family per quarters/ Flats*	*Remarks*
(1)	(2)	(3)	(4)	(5)
	I. Single storeyed quarters			
I	Officers coming under the pay scale of ₹ 196-625 to 215-370	37.42m²	4 families	Row type units
II	Do	do.	₹ 230-385 to 410-715	57.71 m22 families Duplex type.
III	Do	do.	₹ 435-775 to 600-1200	84.10 m2do.do
IV	Do	do.	₹ 700-1200 to 750-1200	109.43 m2do.do
V	Do	do.	₹ 750-1250 to 1050-1550	142.12 m2
VI	Do	do.	₹ 1150-1650 to 1400-1900	233.01 m21 family Single unit two storeyed
	II. Flat type quarters.			
I	Officers coming under the pay scale of Rs. 196-265 to 215-370	38.00m2	12 families	3 storeyed 12 families

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(1)	(2)	(3)	(4)	(5)
II	Do	do.	₹230-385 to 410-715	57.50 m26 families 3 storeyed 6 families
III	Do	do.	₹435-775 to 600-1200	84.40 m2do.do
IV	Do	do.	₹700-1200 to 750-1200	109.00 m2do.do
V	Do	do.	₹750-1250 to 1050-1550	142.35 m2do.do

Appendix II

APPLICATION FOR THE ALLOTMENT OF GOVERNMENT SERVANTS QUARTERS IN KERALA

1. Name of officer
2. Date of birth
3. Whether belongs to Scheduled Caste or Scheduled Tribe
4. Office or department in which employed
5. Pay and scale of pay
6. Designation
7. Permanent or Acting
8. Years of service to retire with date of retirement on superannuation
9. Permanent Home address (with Village, Taluk and District)
10. Whether married
11. Whether wife/husband is employed and if so particulars regarding name, designation, place of employment, Pay and scale of pay.

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12. Whether the applicant owns a house or other residential buildings within their headquarters-Citites or Town within a radius of 15 kilometres from their offices either in their own names or in the name of his/her husband/wives or in the name of their unmarried sons or daughters whether inherited or purchased or obtained otherwise including that under any hire purchase scheme

13. Intended to live with family or alone

14. Living alone or with family at present

15. Priority for allotment of quarters, if any

Declaration

I declare that the statements made above are true. I agree to abide by the rules and conditions for the occupation of the quarters now in force and also such terms and conditions and rules which the Government may prescribed from time to time in that regard.

Certified that no departmental quarters are available in this station

(Countersigned by the Head of office/Department)

Name

Designation

For use in the Office of the Collector

Received on..... Registered as No.....for.....Type quarters vide folio No.....Priority verified and entered in Register (Item No..... .....folio.....)

Section Clerk

Superintendent Officer

Date of issue of allotment order:

Date of cancellation of Registration:

No. of quarters alloted :

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Appendix III

REGISTER OF APPLICATIONS RECEIVED FOR ALLOTMENT OF QUARTERS AT (FOR.....TYPE QUARTERS)

Sl.No.	Date of receipt	Name of applicant	Designation, office and Department to which attached	Pay and scale of Pay
(1)	(2)	(3)	(4)	(5)

Nature	If cancelled before allotment and its reasons	Date of allotment of quarters	No. of quarters allotted
(6)	(7)	(8)	(9)

Type of quarters alloted	Date of occupation	Date of vacating	If the wife/husband of the applicant is a Government Servant, give full details as furnished by the applicant
(10)	(11)	(12)	(13)

Date of birth	Date of retirement	Details of rent collected	List of equipment fittings, furnitures etc. available in the quarters.	Remarks
(14)	(15)	(16)	(17)	(18)

Appendix IV

Dated: Office of the District Collector

No.....

To (Head of Office)

Sir,

Sub:- Government Quarters— Allotment of Shri..... orders—Issued.

Ref:- Application forwarded with your Endt.....,.....dated .....

I enclose two copies of my proceedings of even No. and date, allotting Quarters No. .....to Shri/Smt..... working as .....under you. I request that one copy of the same may please be communicated to him/her as expeditiously as possible and the date of service intimated to me in the skeleton letter form attached.

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It may please be noted that the responsibility of the allottee for payment of rent commences after one week from the date of this letter, unless he intimates his unwillingness within three days of that date. Non-receipt of the allotment order will not be a vaild reason for non-recovery of rent as per rules and as such your maximum co-operation is solicited in the matter.

Yours faithfully,
District Collector
Encl. 2 copies
Copy to the Executive Engineer

Appendix IV A

Proceedings of the District Collector

No.....Shri/Smt.....

Dated.....

Sub:- Allotment of government Quarters at .....ordered.

Ref:- Your application dated.....

One.....type quarters (No.....) is allotted to you. You are requested to occupy the quarters within seven days from this date. In any case, your liablity for payment of rent for the quarters will commence from that date.

If however, you do not wish to occupy the quarters, you may initmate the fact to this office within three days from this date, in which case these orders will be cancelled.

You may contact the Junior Engineer, Buildings and Roads..... immediatley and take charge of the key and the quarters with all articles provided therein. The lease agreement required to be executed, may also be executed before actually occupying the quarters.

An advance rent of Rs.....is payable by you. This may be remitted into the Treasury under the head "P.W. IIIR. in favour of the Executive Engineer, Buildings and Roads....." and the receipt chalan produced before the Junior Engineer, on receipt of which only the key of the quarters will be handed over to you.

You are also informed that you have to make yourself conversant with the provisions of "Rules for allotment and occupation of Government Servants' quarters (Kerala) 1975" as any infringement of the conditions

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stipulated therein or any of the conditions in the lease agreement to be executed by you, will make you liable for the punishments provided in the rule, as well as departmental disciplinary action.

District Collector

To

Shri.....through (Head of Office)

2. Copy to :- (Head of Office) with covering letter

3. Copy to the Executive Engineer

Appendix V

(Vide Rule 11)

THIS LEASE DEED executed on this the .....day of ..... one thousand and nine hundred and .....between Shri/ Smt.....Son/Daughter of .....of .....House .....Village.....Taluk.....District now employed .....at .....(hereinafter called " the lessee") of one part and the Governor of Kerala (Hereinafter called "the lessor") of the other part;

WITNESS as follows:-

In consideration of the rent herein reserved and the covenants on the part of the Lessee hereinafter contained the Lessor both hereby demise un to the Lessee the building No.....in Block No..... with appurtenances thereto attached to the .....more particularly mentioned and described in the Schedule hereto subject to the provisions contained in the Rules for the Allotment and Occupation of Government Servants quarters (hereinafter called the Rules) and subject to the terms and conditions herein contained.

I. The Lessee hereby covenants with the Lessor as follows:-

(i) The lessee shall during the continuance of the lease pay a monthly rent which will be the standard rent fixed for the aforesaid building or 75% of the pay of the Lessee whichever is lower or the amount fixed in accordance with the rules in force from time to time:

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Provided when both the husband and wife occupying the quarters are Government Servants, rent will be calculated on the basis of the pay of the person drawing the higher pay. Payment of rent or arrears thereof shall be made by short drawals in the Salary Bills of the Lessee :

(ii) The Lease shall not sublet the building or accommodate persons other than bonafide departments whom the Lessee is expected to maintain.

(iii) The Lessee when vacating the building shall hand over charge of the building to the Officer appointed by the Executive Engineer for this purpose.

(iv) The Lessee who intends to vacate the building shall, except in cases of sudden transfer intimate the fact to the District Collector and the Executive Engineer in charge of the building at least thirty days before the date on which the Lessee intends to vacate the building, failing which the Lessee shall be liable to pay rent for the period of thirty days from the date of vacating or till the date of occupation of the building by another person, whichever is earlier.

(v) The Lessee when transferred shall vacate the building within one month of the date of transfer of the Lessee. If any extension of time is required the lessee shall apply for sanction sufficiently early as contemplated in the rules in the matter and obtain the required sanction. The Lessee shall pay rent in such cases at the rates and in the matter laid down in the rules in this regard.

(vi) The Lessee shall pay all dues by way of water charges, current charges and cleaning charges, etc. except property tax due to the local authority concerned.

(vii) The Lessee shall keep the building in neat condition and shall be liable for any damage caused to the building and the installations therein and shall not make any addition or structure alteration to the building or the installations therein.

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(viii) The Lessee shall abide by the Rules for the Allotment and Occupation of Government Servants quarters in Kerala now in force and also such terms and conditions contained in the rules which Government may prescribe from time to time in that regard, which shall form part of this deed as if incorporated herein.

(ix) In case of Lessee commits breach of all or any of the terms and conditions and rules herein mentioned, the Lessee shall cease to have any right of occupation of the quarters and the Lessee sahll thereupon take possession of the quarters and the lessee shall not on any account object to such taking over of the quarters by the Lesser and shall vacate the quarters forthwith.

(x) Notwithstanding anything herein contained, the Lessor shall be competent to terminate the lease without assigning any reason whatsoever and the Lessee shall, thereupon vacate the building within one month of the receipt of the notice of such termination.

II. The Lessor hereby covenants with the Lessee as follows:-

The Lessee regularly paying the rent hereby reserved and agreed to be paid and on performing and observing all the covenants and stipulations herein contained to be observed on the Lessee's part shall peacefully and quietly hold and enjoy the leasehold quarters and premises attached thereto during the currency of the lease without any interruption by the lessor except as otherwise provided for herein. The lessor shall carry out the annual maintenance such as white washing, minor repairs etc. of the lease hold at Lessor's cost.

III. The Lessee further agrees that all amounts found due from him on account of damages caused to the building and installations during his stay or by way arrears of rent or any other dues for which he becomes liable to the Lessor under this deed shall be recovered by the Lessor by deduction from the Lessee's Salary Bills.

IV. Without prejudice to the rights of the Lessor under the proceeding clauses all sums found due to Lessor (Government) under or by virtue of this deed shall be recovered from the Lessee and his

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properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though they are arrears of land revenue and in such other manner as the Lessor may deem fit.

V. The stamp duty for this deed shall be borne by the lessor.

SCHEDULE

(Here enter full details of the Lease hold)

IN WITNESS WHEREOF Shri/Smt.....the Lessee and Shri.....for and on behalf of the Government of Kerala have hereunto set their hands the day and year first above written.

Signed by the Lessee Shri.....

1. .....

2. .....

Signed by Shri. .....

1. .....

2. .....

Appendix VI

MODE OF CALCULATION OF CAPTIAL COST

[VIDE RULES 15 (4)]

1. For the purpose of assessment of standard rent, the captial cost of residence including subsidiary buildings owned by Government shall include the cost or value of sanitary, water supply and electric installations and fittings but, exclude the cost or value of site (including expenditure on its preparations) and shall be either.

(a) The cost of acquiring or constructing the residence including susbsidiary buildings and acquisition or construction or when this is not known,

(b) The present value of the residence (Building)

2. The cost of restoration or special repairs shall not be added to capital cost or present value unless such restoration or repairs add to accommodation or involve replacement of the existing type of work by work of a more expensive character.

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3. When the standard rent of a residence has been calculated minor additions and alterations may be made without the rent of the residence being increased, subject to the following conditions namely:-

(a) the total cost of such additions and alternations shall not exceed 5 percent of the capital cost on which the standard rent was last calculated ; and

(b) such additions and alternations shall be made within five years after the last calculation of the standard rent.

4. (a) When by reason of additions and alternations, the capital cost of a residence exceeds by more than 5 per cent of the capital cost on which the standard rent was last calculated the standard rent shall be recalculated with effect from the 1st April next following or from the date upon which a new tenant becomes liable for the payment of rent whichever is earlier.

(b) Subject to the provisions of subrule 4(a), the standard rent of a residence shall be recalculated on the expiry of five years from the date of the last calculation shall take effect from such other date as the Government may direct.

5. For the purposes mentioned in Rule 1 above in this Appendix, expenditure incurred on such works as:-

(a) raising, leveling and dressing sites ;

(b) construction of revetment, retaining walls compound walls, fences and gates;

(c) storm water drainage ; and

(d) approach roads and paths within the compound shall be regarded as expenditure on the preparation of a site and on the following shall be regarded as fittings namely:-

i. Electric Fittings:-

(a) Lamps of all kinds (excluding bulbs)

(b) Fans, including switches and regulators, the bire of which is not charged seperately

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(c) Electric heaters and water heaters which are fixed to walls, floor or ceiling; and

(d) Electric lights

ii. Sanitary and Water Supply fittings:-

(a) Apparatus for hot water supply

(b) Bath, basins and lavatory equipments

6.(a) The Capital cost of howsoever calculated shall not take into consideration

i. any charges on account of establishment and tools and plant other than such as were actually charged direct to this work in cases in which the residence has been constructed by Government; or

ii. in other cases, the estimated amount of such charges

(b) The capital cost should be the work outlay (i.e. including departmental charges) which should inculde direct charges on the work i.e., the expenditures on the work charges establishment and purchase of tools and plant debited direct to the work and freight and storage charges on the stores issued to or used in the work.

7. For the purpose mentioned in Rule 4(b) above, the present value of a residence, including its subsidiary buildings and of the site on which it stands, shall be estimated by a PWD Officer of rank not lower than an Executive Engineer nominated in that behalf by the competent authority viz. the Government or the Chief Engineer or the District Collector who shall determine the present value of the residence and of the site.

8. When a garage is provided for a particular residence (whether within or without the compound or premises) its capital cost should be included in the capital cost of the

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residence for the purpose of assessment of standard rent. Where this condition is not fulfilled, rent for the garage should be charged separately.

9. Government may, for reasons which should be recorded make suitable reduction in the capital cost of a, residence for the prupose of calculating the standard rent:-

(a) When a portion of the residence is set aside by the officer to whom the residence is allotted for the sole purpose of reception of official and non-official visitors visiting him on business, or

(b) When it is satisfied that the capital cost as determined under the above rules would be greatly in excess of the proper value of the accommodation provided.

(c) But no such reduction shall be made where a portion of the residence is being used by an officer for doing his office work.

10. Government may for reasons which should be recorded, authorise a revaluaiton of all residences of a specified class o classes within a specified area to be conducted as under the prescribed rules and may revise the capital cost of any or all such residences on the basis of such revaluation.

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